The regular meeting of the Berkeley City Zoning Board of Appeals was called to order at 7:00 PM, Wednesday, March 11, 2020 at City Hall by Vice Chair McAlpine.

The minutes from this meeting are in summary form capturing the actions taken on each agenda item. To view the meeting discussions in their entirety, this meeting is broadcasted on the city’s government access channel, WBRK, every day at 9AM and 9PM. The video can also be seen on-demand on the city’s YouTube channel: https://www.youtube.com/user/cityofberkley.

PRESENT: Joe Krug Miles Uhlar
        Ryan Gesund Sue McAlpine
        Steve Allen Maria Ward - Alternate

ABSENT: Greg Butts
        Paul Evans

ALSO PRESENT: Erin Schlutow, Community Development Director
               Dennis Hennen, City Council Liaison

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APPROVAL OF AGENDA
It was moved by Mr. Allen to approve the agenda as presented. Motion was seconded by Mr. Krug.

AYES: Gesund, Krug, Uhlar, Ward, Allen, McAlpine
NAYS: None
ABSENT: Butts, Evans

MOTION CARRIED

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APPROVAL OF MINUTES
It was moved by Mr. Allen to approve the amended minutes of February 10, 2020 and supported by Ms. Ward.

AYES: Krug, Ward, Allen, Gesund, McAlpine
ABSTAIN: Uhlar
NAYS: None
ABSENT: Butts, Evans
REGULAR AGENDA

1. MASTER PLAN

Community Development Director Schlutow provided an update to the Zoning Board of Appeals regarding the community engagement activities that had been completed thus far by planning consultants Carlisle Wortman Associates and city staff. Director Schlutow asked the ZBA to conduct the same activity, in order to ensure all city boards and commissions were able to lead their voices to the development of the Plan.

Director Schlutow asked four (4) questions directed to the ZBA for this activity:

1. What do you like about Berkley?
2. What do you want to see improved in Berkley?
3. What do you want to see changed in Berkley?
4. What do you think is missing?

Responses were logged and sent to Carlisle Wortman and will be included in the analysis that will assist the City in developing the goals and objectives in the Master Plan.

2. ELECTIONS

Vice Chair McAlpine read Chair Paul Evans email, dated March 6, 2020, in which he expressed interest in continuing on as Chair of the Zoning Board of Appeals.

Ms. Ward motioned to nominate Paul Evans for Chair. Motion seconded by Mr. Allen.

Mr. Krug motioned to nominate Sue McAlpine for Vice Chair. Motion seconded by Ms. Ward.

AYES: Uhlar, Allen, Gesund, Krug, Ward, McAlpine
NAYS: None
ABSENT: Butts, Evans

3. DISCUSSION

The Board reviewed and discussed the Rules of Procedure, most recently adopted September 2019. Mr. Allen asked Councilmember Hennen to provide details on the ordinance that state a minimum attendance requirement for boards and commissions.
Vice Chair McAlpine suggested adding language related to minimum attendance.

Director Schlutow agreed to incorporate the suggested changes and bring the Rules of Procedure back before the ZBA at the next regularly scheduled meeting.

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OTHER BUSINESS

Mr. Gesund thanked the City staff and City Clerk’s office for a very well run election on March 10, 2020. He thanked the public for voting.

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LIAISON COMMENTS

Councilmember Hennen noted that there had not been a City Council meeting since the previous ZBA meeting. He updated the ZBA and public on the City policies on COVID-19 and provided Oakland County Health Department contact information.

Ms. Ward asked Councilmember Hennen if there is a resource team for COVID-19 that is making recommendations to City Mayor and City Council. Councilmember Hennen responded that City staff is working closely with Oakland County and Council is being kept up to date.

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BOARD COMMENTS

None

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PUBLIC COMMENTS

None.

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With no further business, Vice Chair McAlpine adjourned the meeting at 7:43 pm